

## Semi-Annual Progress Report – Cover Page

### Domestic Violence Funding FY 2015

Program Name:		Contract Number:	
Administrator's Name:		E-mail Address:	
Report Period: <i>Check one</i>	<input type="checkbox"/> 7/1 - 12/31/2014 1 <sup>st</sup> reporting period	<input type="checkbox"/> 1/1 - 6/30/2015 2 <sup>nd</sup> reporting period and FY14 year end	
<b>Report Due Date:</b>	<b>January 30, 2015</b>	<b>July 31, 2015</b>	
Person Completing Report:			
Telephone Number:		E-mail Address:	
<b>New address or name change? Please tell us here:</b>		<b>Staff changes? Please provide name, position &amp; if new hire or resignation.</b>	

#### Report instructions:

- A.** On **page 2**, provide information for each activity outlined in your approved Work Plan (use the chart below). Copy and fill in the chart for each High Level Outcome. Also, please use the same chart to complete the first and second semi-annual report. *For the second reporting period, please add a second row in a different color, immediately below the row from the first reporting period, so the entire year's activities can be viewed together.*
- B.** On **pages 3 & 4**, **provide** information regarding the following services provided to victims in tables provided.
1. Report the number of volunteers and hours. Please provide totals for end of year report.
  2. Identify the underserved populations that are being focused on for outreach services.
  3. What types of outreach are you doing for your underserved populations? Please note: Provide *specific strategies* that support outreach, i.e. more than providing brochures to a particular group.
  4. Trends/emerging issues impacting domestic violence victims or services in your community.
  5. Notable activities conducted by your agency to improve victim services.
  6. LGBTQ Accessibility and Inclusion policy (Please attach your agency's new documents including non-discrimination and grievance policy-1<sup>st</sup> Report only unless revised during 2<sup>nd</sup> Reporting Period.)
  7. Attach two case studies reflecting the services provided to a victim of domestic violence.
    - 1) One of the two case studies will focus on services provided to meet the needs of a victim of an *under-served population* in your service area. For that underserved population, describe the unique needs.
    - 2) Include at least four (4) services provided by program staff to assist the victim.
    - 3) Write from a third person perspective.
    - 4) Include titles of staff that provided services. Only include staff supported by the VDSS Prevention and Services Grant.
    - 5) Describe the services in narrative form, rather than a generic list of services provided.
    - 6) **Please be mindful of confidentiality requirements and do not give any personally identifying information about the individuals served.**
  8. Celebrations– Please share any information about exciting, innovative services you have developed, successful fundraisers, new supporters, etc.



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<b>Check one:</b>	<input type="checkbox"/>	<b>July 1, 2014 – December 31, 2014 1<sup>st</sup> reporting period</b>	<input type="checkbox"/>	<b>January 1, 2015– June 30, 2015 2<sup>nd</sup> reporting period</b>
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Please fill this sheet out for each semi-annual report, marking the appropriate timeframe. For the second reporting period, please add a second row in a different color, immediately below the row from the first reporting period, so the entire year's activities can be viewed together.

HIGH LEVEL OUTCOME:				
<b>ACTIVITIES:</b> <i>Explain the service/initiative.</i>	<b>Annual Goal</b>	<b>OUTPUT</b> <i>What the program did.</i> # Served # Services	<b>On Target for the report period? Y/N</b> <i>If not on target, explain obstacles and if a Plan of Action has been developed.</i>	<b>Results of Outcome evaluation:</b> <i>If not using statewide measures, please indicate local measure, such as surveys, tracking data, etc.</i> <b>Please note:</b> Outcome data obtained for the first reporting period will be incomplete due to the lag in entry of DOW surveys. Results from the second report will be considered complete.



## Semi-annual report FY 2015- Services provided to victims

<b>VOLUNTEERS</b> 1 <sup>ST</sup> reporting period	# of volunteers	0	# of volunteer hours	0
<b>VOLUNTEERS</b> 2 <sup>ND</sup> reporting period	# of volunteers	0	# of volunteer hours	0
<b>TOTALS FOR YEAR</b>	<b>TOTAL # volunteers</b>	<b>0</b>	<b>TOTAL volunteer hrs</b>	<b>0</b>
Please list the underserved populations that are being focused on for outreach services.				
What types of outreach are you doing for your underserved populations? Please note: Provide <i>specific strategies</i> that support outreach, i.e. more than providing brochures to a particular group.				
Trends/emerging issues impacting domestic violence victims or services in your community.				
Notable activities conducted by your agency to improve victim services.				
LGBTQ Accessibility and Inclusion policy (Please attach your agency's new documents including non-discrimination and grievance policy-1 <sup>st</sup> Report only unless revised during 2 <sup>nd</sup> Reporting Period.)				



## Semi-annual report FY 2015- Services provided to victims

<b>Case study 1</b>	
<b>Case study 2 (underserved population)</b>	
<b>Celebrations!!!</b>	